

PROCEEDINGS OF THE BROWN COUNTY
EDUCATION & RECREATION COMMITTEE

Pursuant to Section 19.84 Wis. Stats., a regular meeting of the **Brown County Education & Recreation Committee** was held on May 5, 2011 at the Barkhausen Waterfowl Preserve - 2024 Lakeview Drive, Suamico, WI

Present: Jesse Brunette, Bill Clancy, Tim Carpenter, Vicky VanVonderen
John VanderLeest

Also Present: Rolf Johnson, Neal Anderson, Scott Anthes,
Lynn Stainbrook, Terry Watermolen, Lori Denault
Bill Dowell, Doug Hartman, Matt Kriese, Jon Rickaby
County Executive Troy Streckenbach

I. The meeting was called to order by Chairman Jesse Brunette at 5:03 p.m.

II. **Approve/Modify Agenda:**

Motion made by Supervisor VanderLeest and seconded by Supervisor Carpenter to approve. MOTION APPROVED UNANIMOUSLY

III. **Approve/Modify Minutes of April 24, 2011:**

Motion made by Supervisor Carpenter and seconded by Supervisor VanderLeest to approve minutes. MOTION APPROVED UNANIMOUSLY

Museum:

1. **Budget Status Financial Report March 31, 2011:**

Motion made by Supervisor Carpenter and seconded by Supervisor Clancy to receive and place on file. MOTION APPROVED UNANIMOUSLY

2. **Discussion re: Scheduling of Public Input Sessions and Five-Year Strategic Planning:**

Rolf Johnson reported that he recently met with Chairman Brunette to discuss the scheduling of public input sessions and five-year strategic planning. It was suggested by Supervisor VanderLeest that a sub-committee be considered which would be made up of members of this committee, Museum Governing Board members, along with members of the general public. VanderLeest indicated that a sub-committee of this type existed in the past and Mr. Johnson agreed to review any minutes from that time and report back with ideas.

Motion made by Supervisor Carpenter and seconded by Supervisor Clancy to receive and place on file. MOTION APPROVED UNANIMOUSLY

3. **Director's Report:**

Mr. Johnson asked for direction regarding his reporting format to this committee, suggesting the following:

- Discussion of reporting format options, metric dashboards and the needs and expectations of the committee moving forward.
- Brief analysis of Director's one month internal and external review of museum operations, brand and opportunities.
- Discussion of issues related to "growing" the museum, including reference to the existing organizational chart and vacant county positions.
- Discussion of evolving relationship between the Museum and the not-for-profit Museum Foundation Board.
- Preliminary identification of key tactical and strategic issues.

Supervisor VanVonderen indicated that she would like future needs to be addressed, using past history as a guideline. Supervisor VanderLeest asked about collections that are stored, if they are cataloged, etc. Mr. Johnson indicated invited anyone interested to view the collection area.

A written report was distributed by Mr. Johnson and is included here. Please see for specifics related to exhibits, programming, curatorial research, collections, etc. Also distributed and attached are attendance and admissions records for March and April, along with information related to attendance for the years 2005-2011.

Motion made by Supervisor VanderLeest and seconded by Supervisor Carpenter to receive and place on file.
MOTION APPROVED UNANIMOUSLY

Library:

4. **Budget Status Financial Report for March 31, 201:**

Motion made by Supervisor Carpenter and seconded by Supervisor Clancy to receive and place on file. MOTION APPROVED UNANIMOUSLY

5. **Director's Report:**

Director, Lynn Stainbrook, distributed a written report, highlighting the following:

- Taxpayers picked up more than 20,000 federal and state forms and instruction booklets from the Central Library during this tax season.
- The One Book, One Community organization donated funds to purchase 47 copies of this year's featured book, *"The Latehomecomer, A Hmong Family Memoir"*.
- The Central Library and branches now all have computer laptops that can be borrowed to use inside the library.
- Overdrive Audio Download Stations were implemented at all branches. Customers can download audiobooks to their mp3 players and other portable devices from this website.
- New bookmobile stops are being set up for the summer months to target neighborhoods where transportation may be an issue.
Please see written report for details of other activities.

Ms. Stainbrook reported that the retirement of a Librarian I has resulted in a recommendation that two part-time Senior Library Assistants be hired. Modifying this position will provide flexibility in scheduling and both part-time employees will be cross trained. Specifically, the recommendation to the Library Board is to hire a 25 hour per week Senior Library Assistant and a 28 hour per week Senior Library Assistant. See attached for salary details.

Ms. Stainbrook distributed an update of the "Library Community Sustainability Plan", pointing out the various changes (attached).

Motion made by Supervisor VanderLeest and seconded by Supervisor VanVonderen to receive and place on file.

MOTION APPROVED UNANIMOUSLY

NEW Zoo:

6. Budget Status Financial Report for March 31, 2011:

Motion made by Supervisor VanderLeest and seconded by Supervisor VanVonderen to receive and place on file.

MOTION APPROVED UNANIMOUSLY

7. Budget Adjustment (#11-47): Increase in expenses with offsetting increase in revenue:

This request for approval is to receive funds from Linda Immel to be used toward expenses associated with the purchase of new radios for keeper staff (\$550).

Motion made by Supervisor VanderLeest and seconded by Supervisor Carpenter to approve. MOTION APPROVED UNANIMOUSLY

8. Zoo Monthly Activity Report:

a. Operations Report

- i. Admissions Revenue, Attendance**
- ii. Gift Shop, Mayan, Zoo Pass, Misc Revenue**

Neil Anderson reported that admissions and revenues show a decrease because of a late spring and cold, wet weather, in addition to rising gas prices. It is expected these numbers will increase as conditions improve.

Motion made by Supervisor VanVonderen and seconded by Supervisor VanderLeest to receive and place on file.

MOTION APPROVED UNANIMOUSLY

b. Education/Volunteer Programs Report:

Volunteer hours as included in packet material were reviewed.

Motion made by Supervisor VanderLeest and seconded by Supervisor VanVonderen to receive and place on file.

MOTION APPROVED UNANIMOUSLY

c. **Curator's Report:**

Anderson highlighted the following animal report:

- o Three 2-years old penguins have arrived from a zoo in Illinois.
- o The two year old male lion was transferred to the Buffalo Zoo in April.
- o A Japanese Snow Monkey was born in April. As the birth mother is not willing to care for the infant, a zookeeper has been hand raising him.
- o A 20 year old bobcat was euthanized due to age related kidney issues.

Motion made by Supervisor Clancy and seconded by Supervisor Carpenter to receive and place on file.
MOTION APPROVED UNANIMOUSLY

d. **Maintenance Supervisor Report**

Motion made by Supervisor VanderLeest and seconded by Supervisor VanVonderen to receive and place on file.
MOTION APPROVED UNANIMOUSLY

9. **Director's Report:**

In addition, Anderson reported the following activities during the last reporting period:

- Staff has been doing landscaping, cleaning ponds and pools as weather permits in anticipation of moving animals outside
- A meeting was held with the Suamico Village President in an effort to discuss partnership and collaboration with the Village
- Construction of the Tortoise exhibit is proceeding and a picture is attached.
- Easter Eggstravaganzoo was a great success with 5,817 participants
- Mother's Day at the Zoo will be held on May 8th with free admission and gifts from Seroogy's and Wery's Farms

Supervisor VanderLeest pointed out the recent death of Ernie Ehrbar who was the Founder of the Zoo Society. Discussion resulted in a suggestion that a resolution by the County Board be created in his honor.

Motion made by Supervisor VanderLeest, seconded by Supervisor Carpenter that a resolution be created honoring Ernie Ehrbar for his contributions to the NEW Zoo.
MOTION APPROVED UNANIMOUSLY

Motion made by Supervisor VanderLeest and seconded by Supervisor VanVonderen to receive and place on file.
MOTION APPROVED UNANIMOUSLY

Golf Course

10. **Budget Status Financial Report for March 31, 2011:**

Motion made by Supervisor VanderLeest and seconded by Supervisor Clancy to receive and place on file. MOTION APPROVED UNANIMOUSLY

11 Golf Course Financial Statistics as of April 17, 2011:

Motion made by Supervisor VanderLeest and seconded by Supervisor VanVonderen to receive and place on file.

MOTION APPROVED UNANIMOUSLY

12. Superintendent's Report:

Superintendent Anthes reported the following activities during the last reporting period:

- Course opened on April 28th on the front 9 only, later than planned because of cold, wet weather and course conditions. Because of this all financial numbers are down. Superintendent Anthes expects this to pick up as weather changes.
- High water and flooding on Trout Creek has caused some erosion of the banks. The Oneida Tribe has indicated they may be able to help with work on the 17th hole with leftover funds.

Anthes reported that four replies have been received for a consultant to develop a business plan related to the 1st Tee Program. He will be reviewing them with the Purchasing Department in the next day so and asked that the committee consider a special meeting to be held before County Board on May 18th. Anthes expects to find funding for this consultant within his budget.

Scheduled activities during the month of May include:

May 9th & 11th – Spring airification

May 14th & 15th – Brown County Spring Classic

May 16th – Red Cross Outing

May 22nd – Brown County Men's Club Scramble

May 23rd – Northeast Wisconsin Children

Motion made by Supervisor VanderLeest and seconded by Supervisor VanVonderen to receive and place on file.

MOTION APPROVED UNANIMOUSLY

Resch Centre/Arena/Shopko Hall:

13. Update re: Repair and Maintenance Timeline at the Resch Center (standing item):

Bill Dowell distributed the Resch Center Floor Repair Project plan (attached) explaining the events to be completed in the next months. He indicated that bids are expected on Monday, May 16th, and he requested that a special meeting be scheduled before the County Board meeting on May 18th to make an award.

Motion made by Supervisor VanderLeest and seconded by Supervisor Carpenter to receive and place on file.

MOTION APPROVED UNANIMOUSLY

Parks:

14. Budget Status Financial Reports for March 2011:

Motion made by Supervisor VanderLeest and seconded by Supervisor Carpenter to receive and place on file. MOTION APPROVED UNANIMOUSLY

15. Update from HR re: Seasonal Wages of Park Department Employees:

Doug Hartman explained that HR has done a market analysis regarding seasonal wages of Park Department employees. As Debbie Klarkowski of that department was not present, a recommendation was made to hold for another month for further information.

Hartman indicated there is a plan to raise base wages with an effort to recognize long term service over a three year period.

Motion made by Supervisor Clancy, seconded by Supervisor VanderLeest to suspend the rules to allow interested parties to speak. MOTION APPROVED UNANIMOUSLY

John VanBoxtel – Green Bay

Mr. VanBoxtel indicated he is an eight year seasonal employee of the Parks Department. He expressed concern that new hires would make more than current employees.

Motion made by Supervisor Carpenter, seconded by Supervisor Clancy to return to regular order of business. MOTION APPROVED UNANIMOUSLY

Further discussion resulted in a recommendation to hold for further information from HR.

Motion made by Supervisor VanderLeest and seconded by Supervisor Carpenter to hold for 30 days for further information from Human Resources. MOTION APPROVED UNANIMOUSLY

16. Director's Report:

Park Department staff updated the committee on the following activities during the last reporting period:

Doug Hartman

- Three of four sessions in staff training have been held as required by OSHA. At the last session Captain Schultz of the Sheriff's Department presented "verbal judo" - ways to deal with confrontational situations that come up in county parks.
- Pamperin Park Railroad Abandonment - A neighborhood public input session was held where the plan was explained and questions answered regarding the effect on the neighborhood. The DNR has asked for a commitment from Brown County for maintenance of the line before they will assume acquisition. Hartman indicated that cost of maintenance will be minimal as staff is already on the three-quarter mile stretch and much will be covered by user fees. A

budget analysis will be completed and reviewed by the County Executive, with a resolution to go forward to the County Board.

- PV projects will be complete by the end of summer.
- Site assessments on the Feaker property will go into Phase II because of suspected contamination.
- Mountain Bay Trail will be impacted by construction of a round-about in July at County B and Highway 32
- The marathon held on May 15th will involve six miles of the Fox River Trail.
- Snowmobile Club will be planting 1500 trees along the Fox River trail to serve as a block.

Jon Rickaby – Reforestation Camp

- Last snowfall resulted in Witch Hazel dropping onto trails. Volunteers have been involved with clean up.
- Bike club participants have been working in improvements to the Mountain Bay Trail
- Suamico Boat Launch is up and running
- Winterization at the camp has been completed, along with park spring clean up
- Building rentals are progressing.

Matt Kriese – Barkhausen

- Snow removal duties have been completed.
- Maple Syrup program was held in March, along with Bluebird and Bat house programs, in addition to several other educational programs
- Maintenance has been completed on the Fox Rive Trail and the Mountain Bay Trail in addition to a volunteer project on the marsh overlook boardwalk.
- Damage from rain on the Fox River/Mountain Bay Trails where culverts separated has been worked on.

Motion made by Supervisor VanderLeest and seconded by Supervisor Carpenter to receive and place on file. MOTION APPROVED UNANIMOUSLY

Other:

17. Audit of Bills:

Motion made by Supervisor VanderLeest and seconded by Supervisor Clancy to approve audit of bills. MOTION APPROVED UNANIMOUSLY

18. Such Other Matters as Authorized by Law:

Note: Request for special meetings to be held before the May 18th County Board meeting – Facilities and Golf Course.

Motion made by Supervisor VanderLeest and seconded by Supervisor VanVonderen to adjourn at 7:00 p.m. MOTION APPROVED UNANIMOUSLY

Respectfully submitted,

Rae G. Knippel, Recording Secretary

**Neville Public Museum
Director's Report
To
The Education & Recreation Committee
Brown County Board of Supervisors**

April 26, 2011

INTRODUCTION

This written report represents the first-blush assessment and impressions of the museum's new Director, and as such, contains references to the internal and external review process now being undertaken. Museum staff members continue to work with the Director in order to increase his awareness and understanding of existing museum operations and initiatives, with the goal of allowing programs already on-the-books to continue while at the same time creating the mechanisms for change that will also be required. This includes activity in the three core areas of exhibit, education and curatorial (i.e. collections) work. In addition, meetings with external stakeholders and supporters are also occurring. The Neville Public Museum finds itself in the enviable position of being both well-respected and well-loved by members of our stakeholder communities.

Existing metrics and quantitative financial data are herein appended as separate attachments. These metrics will continue to inform our assessment of "success," as we work toward the 2012 budget and possible operational and programmatic change recommendations. Audience numbers through March, 2011 were distributed at the last Committee meeting. New attendance figures will be distributed at the June Committee meeting.

The leadership role of the Education & Recreation Committee will continue to play heavily into mapping out the strategies that the Museum will develop and then implement under the new Director and administration.

PROGRAM HIGHLIGHTS

Exhibits

The "*Badger Boys...*" exhibit is attracting good audiences and press. We are preparing a plan to leverage the final weeks of the "*Hatching the past/dinosaur egg*" exhibit, closing May 22nd. Two modest art exhibits, "*Hear my Voice*" and "*Titletown*" have also been installed. The Miles Bair signature exhibit, "*The Fleeting Landscape*" had a strong run, which also resulted in additions to the Neville's art collections. Preparations are now underway for the upcoming "*Alive in Wood*" exhibit featuring the wood carvings of Gary Eigenberger, as well as for a Port Exhibit being developed in collaboration with the Brown County Port Authority.

Educational Programming

Successful public events were held for the Easter holiday, and are prepared for upcoming Mother's Day and Father's day events. Adjunct programs for Learning in Retirement, produced in collaboration with UWGB, continue to reach SRO crowds and our other public program offerings (film series, lectures, workshops) continue to be well-attended. Programs with the Girl and Boy Scouts are also in development. Public lectures adjunct to the "*Badger Boys...*" exhibit are also on schedule, as are programs for the Neville's Natural History Lecture Series.

Curatorial Research & Collections

Work continues on the grant-funded photo collections project through the Institute of Museum and Library Services (IMLS). To date, over 2,800 catalog records have been entered into the Museum's database. A review of collections policy will also be undertaken in the next quarter.

Subsequent reports from the Director will incorporate feedback being solicited at the next (May 5th) Committee meeting, as per the requested discussion points below.

Discussion points for the verbal report to - and dialog with - the Ed & Rec Committee:

- Discussion of reporting format options, metric dashboards and the needs and expectations of the Committee moving forward
- Brief analysis of Director's one month internal and external review of Museum operations, brand and opportunities
- Discussion of issues related to "growing" the museum, including reference to the existing org chart and vacant county positions
- Discussion of evolving relationship between the Museum and the not-for-profit Museum Foundation Board
- Preliminary identification of key tactical and strategic issues

**Neville Public Museum Attendance and Admissions
April 2010**

Attendance												
Date	Day	Adult Adm	Child Adm	Free Child	Free Other (researchers, interns, etc.)	Free Friends Member	# Students	Free Time (Wed 6-8 pm)	Gift Shop Only	Programs & Meetings	Total Attendance	Total Admission Revenue
1	Fri	40	12	12	16		31		3		114	\$298
2	Sat	135	67	33	7	1			3		246	\$878
3	Sun	68	21	18	1	5	1			150	264	\$424
4	Mon	32	7	2	9	6	80				136	\$341
5	Tues	34	7	8	6	6	3		1	33	98	\$197
6	Wed	24	3	3	10	5		76		218	339	\$129
7	Thurs	28	5	4	12		2		4	126	181	\$159
8	Fri	23	2	3	14	1	21		3	82	149	\$163
9	Sat	131	32	24	2	10	10		3	224	436	\$771
10	Sun	70	21	9	12	2	1				115	\$415
11	Mon	18	2	4	9	3			2		38	\$96
12	Tues	20	2		5		77			64	168	\$289
13	Wed	19	4	2	2	5		51		161	244	\$107
14	Thurs	36	36	6	3	3	1			286	371	\$191
15	Fri	22	2	4	5	5	39		1	76	154	\$194
16	Sat	315	38	58	17	7	14		2	355	806	\$3,289
17	Sun	104	31	19	7	3	3			64	231	\$619
18	Mon	27	11	5	3	4					50	\$168
19	Tues	27	7	5	7				1	71	118	\$156
20	Wed	22	7	3	15	10		59	2	154	272	\$131
21	Thurs	41	18	6	16	5			5	24	115	\$259
22	Fri	83	35	34	4	3	2			18	179	\$524
23	Sat	113	29	27	5	6	2		3		185	\$656
24	Sun	22	7	3	2						34	\$131
25	Mon	45	18	8	24	7	160		6	116	384	\$599
26	Tues	46	8	6	5	3			2	18	88	\$254
27	Wed	27	4	9	12	6	1	105	7	183	354	\$149
28	Thurs	33	6	7	14	3	4		1		68	\$191
29	Fri	23	4	5	31	1	14		8		86	\$155
30	Sat	85	32	24	9	3	1		9	16	179	\$523
TOTAL		1,713	478	351	284	113	467	291	66	2,439	6,202	\$12,456
										Apr-10	5,324	\$4,562

Visitors =	6,202
Outreach =	102
Grand Total Visitors & Outreach	6,304

**Neville Public Museum Attendance and Admissions
March 2010**

Attendance													
Date	Day	Adult Adm	Child Adm	Free Child	Free Other (researchers, interns, etc.)	Free Friends Member	# Students	Free Time (Wed 6-8 pm)	Gift Shop Only	Programs & Meetings	Total Attendance	Total Admission Revenue	
1	Tues	17	1	5	6	3	62		2		96	\$212	
2	Wed	19	1	3	13		4	37		200	277	\$106	
3	Thurs	13	1	8	11	1			2	123	159	\$106	
4	Fri	27	4	13	5	7	71		9	278	414	\$312	
5	Sat	89	35	29	3	10					166	\$570	
6	Sun	46	21	6	7	3	1		1		85	\$295	
7	Mon	14	3	5	5					59	86	\$70	
8	Tues	13		8	7	5					33	\$121	
9	Wed	45	20	18	16	3		48	3		153	\$285	
10	Thurs	39	8	9	9	1	34				100	\$287	
11	Fri	5	1	3	4		2				15	\$32	
12	Sat	103	29	26	10	9	69		3		249	\$760	
13	Sun	78	25	16	9	2	5				135	\$475	
14	Mon	26	5	10	6	2	10		3		62	\$165	
15	Tues	31	15	11	10	3	27			4	101	\$284	
16	Wed	87	28	20	8	3		55		214	415	\$519	
17	Thurs	33	12	17	10	11	5		5	139	232	\$211	
18	Fri	110	28	17	1	2				9	167	\$634	
19	Sat	13	4	4	16	1	65		1	63	167	\$495	
20	Sun	14	3	4	16	5			2		44	\$87	
21	Mon	27	2	7	7	1	8		2		54	\$157	
22	Tues	44	28	26	7	5			1	70	181	\$320	
23	Wed	3	5	5	3			15			31	\$30	
24	Thurs	41	26	9	10	6	25				117	\$333	
25	Fri	73	38	20	14	11	18		2	26	202	\$533	
26	Sat	135	49	38	2	6	2		5		237	\$846	
27	Sun	83	26	17	6	9	2		2		145	\$376	
28	Mon	38	20	15	7	6			4		90	\$128	
29	Tues	34	18	16	23		57		2	182	332	\$364	
30	Wed	40	17	7	24	6	237	46			377	\$1,648	
31	Thurs	45	11	10	9	5	15		2	104	201	\$288	
TOTAL		1,385	484	402	284	126	719	201	51	1,471	5,123	\$11,049	
											Mar-10	6,713	\$7,061

Visitors =	5,123
Outreach =	370
Grand Total Visitors & Outreach	5,493

**Neville Public Museum of Brown County
Attendance 5-Year Span
(2005-2011)**

5/3/2011

	2006		2007		2008		2009		2010		2011	
	Visitors	Outreach	Visitors	Outreach	Visitors	Outreach	Visitors	Outreach	Visitors	Outreach	Visitors	Outreach
January	5,342	1,240	4,119	188	3,510	1,022	5,101	0	3,624	394	3,377	1,365
February	4,561	0	3,635	150	4,053	68	4,258	1,379	6,096	227	4,895	60
March	5,289	1,367	4,673	1,400	6,749	430	5,736	176	6,713	170	5,123	370
April	6,003	245	4,505	0	5,899	24	5,704	165	5,324	0	6,202	102
May	4,066	30	3,935	81	5,078	75	4,368	80	3,627	0	0	0
June	8,455	0	3,464	35	5,200	860	6,484	541	5,920	325	0	0
July	5,683	19	4,254	60	5,241	2,357	7,156	1,575	8,201	746	0	0
August	3,188	1,516	3,786	3,407	3,430	1,008	4,720	1,208	4,343	1,256	0	0
September	2,771	60	4,910	25	4,970	65	3,805	279	2,017	366	0	0
October	3,547	162	7,222	51	7,222	40	5,005	0	5,017	0	0	0
November	4,681	19	5,796	60	5,622	25	5,194	52	4,189	0	0	0
December	9,001	30	6,124	0	7,534	0	6,644	0	7,373	0	0	0
TOTALS	62,587	4,688	56,423	5,457	64,508	5,974	64,175	5,455	62,444	3,484	19,597	1,897

LIBRARY

515 PINE STREET
GREEN BAY, WISCONSIN 54301-5194

PHONE (920) 448-4400
FAX (920) 448-4364

LYNN M. STAINBROOK
DIRECTOR

E-MAIL Stainbrook_LM@co.brown.wi.us
WEBSITE www.browncountylibrary.org

Library Report April, 2011

General

Taxpayers picked up more than 20,000 federal and state income tax forms and instruction booklets from the Central Library alone during this tax season. As in past years, basic 2010 forms and instructions were available at all BCL library locations, in cooperation with the IRS and the Wisconsin Department of Revenue. Nationwide, as IRS and other government offices have closed or reduced hours, public libraries have become key distribution points for tax forms.

The One Book, One Community organization procured donated funds to purchase 47 copies of this year's featured book, *The Latehomecomer, A Hmong Family Memoir*, by Kao Kalia Yang. These copies are available to borrow from Brown County Library.

The Central Library and branches now all have computer laptops that customers can borrow to use inside the library. Central's eight laptops (funded by a grant from the Gates Foundation) and the branch laptops (funded by NFLS) will supplement the library's hardwired public computers which are often all in use, requiring a wait.

Overdrive Audio Download Stations were implemented at all libraries. Customers can use these stations to download audiobooks to their mp3 players, iPods and other portable devices from the Overdrive website.

All locations participated in and the Central Library hosted a visit from Culver's Restaurant's mascot Scoopie to kick off the annual Culver's Restaurant Drawing Contest in celebration of National Library Week. Culver's sponsors this activity statewide, through which every child receives a free frozen custard cone when they draw a picture related to their favorite book.

The Director participated in a 2-day meeting in Madison about Library Services & Technology Act funding.

Central Library:

Senior Library Assistant Jenn Koetz passed the tests and received her Commercial Driver's License. She has been in training to fill in for the Bookmobile Driver when needed.

The Brown County Library Bookmobile was again one of the popular attractions at the annual Big Event for Little Kids, sponsored by Encompass Early Education and Care. More than 1450 kids and adults came aboard the Bookmobile that day, many borrowing books or getting library cards.

In partnership with the Friends of the Library and N.E.W. Audubon Society, a screening of "Green Fire: Aldo Leopold and a Land Ethic for Our Time" was held at the Central Library. The film highlighted Leopold's life and career as an educator, philosopher, forester, ecologist and wilderness advocate. 125 people attended the event that included sale of *A Sand County Almanac* and refreshments.

The League of Women Voters created an Earth Day information display at the Central Library, featuring items made from common household throw-aways and information on making your own safer homemade cleaning products.

(5)

Working with a variety of partner organizations, new Bookmobile stops are being set up this summer to target neighborhoods where a high proportion of kids do not have a way to get to a regular library. The new stops are: Fort Howard Park/Jefferson School, Danz School & Park, and Fort Howard School. The library is working with the Green Bay Park & Rec Dept., the Green Bay Public School's summer school program, and the Boys & Girls Club which will be offering programming at the two schools all summer. The Cerebral Palsy Center is another new site, at which the Bookmobile will reach an audience including adults and children with disabilities that make it difficult to get to a public library.

During National Library Week, the Central Library and the Green Bay Fire Department cooperated to present an offsite story time and tour at Fire Station #1 in downtown Green Bay. A crowd of 95 attended.

The Green Bay Girl Choir gave a free concert in the Central Library Children's Department on Tuesday evening, March 29, drawing an audience of 110.

Money Smart Week events were presented at the Central Library in cooperation with a number of local credit unions and other organizations. Approximately 200 people attended a Free Shred Day with a shredding truck provided by Cintas Document Management in the library parking lot. Other programs included: Money Smart Story time, Save Money at the Grocery Store, Edvest: Investing for your child's higher education, and Identity Theft Prevention with the GBPD.

The Adult Fiction Department at the Central Library now features a complete set of newer shelving acquired free from an Illinois Library. The look is more up-to-date and "less mismatched." The new shelving also allows paperback and hardcovers to be interfiled, so they are easier for customers to find. The Friends of the Library paid the costs of transporting the shelving.

More than 350 kids and their parents attended story times at the Central Library featuring Pat the Bunny (storybook character costume), real live bunnies brought by a 4-H member, and activities exploring the five senses. Pat the Bunny also toured several branch libraries for a variety of programs and events.

Ashwaubenon Branch:

During National Library Week, children's staff held a special story time at the newly opened Hobby Lobby.

Staff from the Sexual Assault Center of Family Services presented "Kids Can!" a good touch/bad touch program that teaches tips to prevent physical and sexual abuse.

Denmark Branch:

An evening program featuring Kindermusik with Leslie Edwards from Two Rivers was successful.

Plans are being made for the Summer Reading Program.

East Branch:

A very successful offsite National Library Week story time was held at the Wildlife Sanctuary. Eighty-five attended the event.

Paperbacks and hardcovers are now interfiled in the Mystery, Fantasy and Science Fiction collections.

The children's fiction spinners will be replaced with bookshelves for better organization and easier access.

Kress Family Branch:

Staff is working with SEEDs on a cooperative grant to benefit the photovoltaic solar panels and educational kiosk at the library.

Snips and Giggles came to story time with gel and sparkles for kid's hair

April programs, Echo Mountain, Poetry Reading, Tarl Knight, and GB Boy Choir performed on Tuesday evenings.

During National Library Week, over 70 people met at Sports Emporium for story time and soccer.

Pulaski Branch:

A "Library 101" class was held for a Webelo Scout Troop. They learned the basics of check-out and check-in, how library materials are classified, and how to use the online catalog were explained.

The 2nd grade class from ABVM visited for a "Senses" program.

The Pulaski Page Turners Book Club is back in session and discussed To Kill a Mockingbird.

55 people attended the special off-site Toddler story time at Smurawa's Bakery to celebrate National Library Week.

Staff attended another Public Forum meeting hosted by the Pulaski Village Board. The meeting was to inform the public of the latest information regarding the proposal for a new Village Hall.

Note: The referendum question regarding whether to build a new Village Hall was voted down by 74% on Tuesday, April 5th's vote.

Staff visited St. Mary's Early Childhood Center with a special story time to celebrate National Library Week.

Staff spoke at Pulaski School District's "Great Start," a Family Literacy program for Birth to 3.

Special guest Dan Robinson offered "A World of Music" for the Tuesday evening Family program. He taught songs from around the world and a few words in foreign languages. He also explained the meaning behind each song. Each child had a chance to put a star on the map of the world to show all of the places "visited."

Southwest Branch:

Staff participated in the NFLS bus tour of libraries and came back with lots of good ideas.

Story time at the newly renovated McDonalds on Military and Shawano during National Library Week was well attended and received positive feedback.

The Norwood Association received a grant from the Mayor's Leadership Council in the amount of \$200 to purchase supplies/prizes for our summer carnival.

Bags of brand new in-the-box toys to give away for summer reading club prizes were donated by a patron.

Received 250 new or nearly new Beanie Babies for give-away at the carnival; more to come.

Weyers-Hilliard Branch:

Displays for the month included: March is Woman's History Month.

Staff toured the libraries at Sheboygan, Manitowoc, and Two Rivers as part of the Nicolet Federated Library System Road Trip -2011.

Wrightstown Branch

Pat the Bunny came to the library on Wednesday, April 6th and 34 people attended.

60 people attended an ice cream program on Wednesday, April 20th.

A Pet Parade was held on Monday, April 25th and 51 people attended.

MEMO

Date: April 16, 2011
TO: Ed & Rec Committee
FROM: Lynn Stainbrook, Director
RE: Library Table of Organization Change

The Library received a retirement notice from a Librarian I assigned to the Central Library's Popular Materials area. This retirement was anticipated and the previous change in the Table of Organization chart which added a Teen Librarian was in expectation of this retirement.

While the Library has many staffing needs, it was recommended that this position combined with the savings that resulted from the previous Table of Organization change, be used to hire two part-time Senior Library Assistants. These two positions in Public Services will be used to staff a "Books, Music & Movies" advisory point. This service point at Central Library assists visitors in finding popular materials, such as fiction, DVDs, music CDs, audiobooks and Large Print materials. The service desk needs to be staffed 64 hours per week plus Sunday hours. In the past year, we have frequently found that we did not have enough employees to staff this desk.

Modifying the position from one 37.5 hour per week staff member to two part-time staffers with a combined 53 hours per week adds 15.5 hours of staff time to the weekly schedule. While two part-time staff members double training, communication, meeting attendance and other internal supervision workload and is not recommended lightly, it also provides some greatly needed flexibility in scheduling. In addition, when needed, part-time staff members can work additional hours without overtime costs. It is intended that these two positions will be cross-trained to assist with computers and at the children's services desk.

Specifically, the recommendation to the Library Board was to hire a 25-hour per week Senior Library Assistant and a 28-hour per week Senior Library Assistant.

TITLE	POSITION	LOCATION	ACTION
1.0 Librarian I (37.5 hours/week)	Public Services Dept.	Central	Delete
25 hour/wk Senior Library Assistant (Popular Library)	Public Services Dept.	Central	Create
28 hour/wk Senior Library Assistant	Public Services Dept.	Central	Create

The financial impact of these changes is as follows:

	SALARY	FRINGE	TOTAL
OLD STRUCTURE			
1 Librarian I @ 37.5 hrs/wk – Teen/Popular Library	\$44,175.59	\$21,357.96	\$65,533.55
Savings from previous TO changes			\$8,037.07
Total			\$73,570.62

NEW STRUCTURE			
1 Senior Library Assistant @ 28 hrs/wk – Public Services	\$26,049.95	\$12,724.56	\$38,774.51
1 Senior Library Assistant @ 25 hrs/wk – Public Services	\$23,258.88	\$11,361.22	\$34,620.10
			\$73,394.61
Net Savings			\$176.01

~~This table of organization change and subsequent annual savings was approved at the April 21, 2011 Library Board meeting in accordance with Wisconsin Statutes 43.58(4) and will be reported to the Education & Recreation Committee on May 5, 2011 as part of the Director's Report and attached to the meeting minutes.~~

Library Community Sustainability Plan

Introduction

The Brown County Library community consists of nine branches and a bookmobile to serve the 248,000 residents of Brown County. With a half million books and media in its collection and 2,900 program events annually, the Brown County Libraries are popular places. Over 1.4 million visits are made to a Brown County Library every year. In addition, 110,000 people attend one or more program events as part of the Library's educational mission. The 500,000 items owned by the Library are checked out 2.4 million times annually for a recycling rate of 4.8 uses per book, DVD, or CD. Since the first library in Brown County was founded in 1889, the Library may qualify as the first governmental unit in the county to 'recycle' materials.

Buildings

The Brown County Library has nine Library Buildings. Six of the Libraries are concentrated in the dense population in and around Green Bay. Three Libraries serve the parameter areas of Brown County – Denmark, Wrightstown, and Pulaski. These three Libraries, along with the East Green Bay Library, are rented spaces. Each has a slightly different purveyance. Denmark Library is a combination high school and public library, housed in the Denmark High School. Wrightstown Library is located in a strip mall and was expanded in 2007, with the assistance of a local fund-raising group. Pulaski is located in the old Pulaski Town Hall. East Library is located in a retail shopping center.

In 2009, General Energy Corporation (GEC), a firm specializing in energy conservation methods, conducted a study of the five Brown County Library buildings owned by the County Library:

Central Library, 515 Pine Street, Green Bay
Southwest Library, 974 Ninth Street, Green Bay
Ashwaubenon Library, 1060 Orlando Drive, Ashwaubenon
Kress Family Library, 333 N. Broadway, DePere
Weyers-Hilliard Library, 2680 Riverview, Howard.

The firm reviewed ventilation systems, heating systems, cooling systems, control systems and water systems for each location. They charted plug loads and analyzed utility use and benchmarked. They measured temperature and humidity trends. Twenty-six Energy Conservation Methods (ECM) were suggested, with priorities, price range and possible return on investment provided. These are summarized below for each Library.

Central Library is the largest of the five buildings with 90,000 square feet and four floors. Built in 1972, the Library has major infrastructure and engineering issues that impact its energy efficiency. A separate engineering assessment performed in 2009 by Boldt Construction Company addresses those issues. GEC suggested five ECMs estimated at a total cost of \$260,000 and a sixth ECM with two options at estimated costs of \$90,000 or \$700,000. The ECMs are:

1. Replace skylight windows at a cost of \$45,000 with a payback of 14.5 years.
The Library has received federal funding to allow for full replacement of the skylight system for improved energy efficiency and a faster payback. Design work is currently underway, with installation of new skylight system scheduled for late Summer 2011.
2. Replace PAR 30 lamps with CFL at a cost of \$925 with a payback of six months.
3. Retrofit HO fluorescent fixtures for a cost of \$42,800 with a payback of 3.7 years.
4. Replace 32 W F32T8 to 25W F25T8 lamps at a cost of \$8,000 with a payback of 1.7 years.
5. Upgrade/tune-up air handler unit and recommission the HVAC at a cost of \$183,000 with a 13.5 year payback.
6. Upgrade windows
 - a. Option to replace at a cost of \$700,000 with a 52 year payback; or
 - b. Option to install solar film at a cost of \$90,000 with an 11.6 year payback.

The engineering assessment completed by Boldt provided a quote for window replacement at \$350,000. Given the substantial difference in the cost estimates, and the concern that solar film would not address the air gaps in the window frames and might also be vulnerable to customer misuse, this option needs more exploration. In addition, the extended payback time for the air handler unit tune-ups is a result of the age and condition of the air handlers and the units would probably not last the additional 13.5 years needed for the investment payback. Boldt has recommended that they be replaced, at a higher initial cost but also higher return of investment value. The change in lighting levels needs to be further explored to see if the suggested replacement lamps will provide the light level necessary for the higher needs of a public library building.

Progress as of 4/1/2011:

Through testing at other sites, it has been determined that the light level would be better with the replacement lamps, even though of lower wattage. However, the light fixtures are 40 years old and the Library has not been able to find a version of the suggested replacement lamp that will fit into the old light fixture. Many ECMs were deferred at Central Library based on the need to repair and renovate the building. Instead, the funds available were used at other locations.

Southwest Library was constructed in 1958 and is a one story building of 3,412 square feet. GEC suggested four ECMs estimated at a total cost of \$4,100; the Library has added a fifth ECM. The ECMs are:

1. Implement night setback/set-up at a cost of \$1,800 with a payback of 1.7 years.
Done.
2. Improve the building envelope at a cost of \$1,400 with a payback of 2.3 years.
Done.
3. Install occupancy sensors in bathrooms at a cost of \$400 with a payback of 3.7 years. Done.
4. Replace 32W F32T8 to 25W F25T8 lamps at a cost of \$450 with a payback 1.7 years. Done.

5. **Install low flow-toilets, urinals, and lavatories. This can reduce water consumption by up to 40%.**

Since many areas of the Library do not have enough light, the change in lighting levels needs to be further explored to see if the suggested replacement lamps will provide the light level necessary for the higher needs of a public library building.

Progress as of 4/15/2011:

Light levels were tested with the replacement lamps, and even though of lower wattage, have been brighter, so the replacement lamps (#4) were installed. Thermostat night set-backs for the building and lighting occupancy sensors in bathrooms (#1 and #3) were implemented. The building envelope (#2) was sealed and additional insulation was added. **In addition, repairs and maintenance recommended by Boldt**

Engineering Analysis were also completed:

- HVAC ductwork was cleaned, which improved the air quality and the efficiency of the airflow.
- Exterior doors were replaced with more energy efficient doors, glass, and framing.
- The exhaust system was replaced with efficiency units on occupancy sensors and exterior brick veneer tuck pointing was completed, which might also have helped the heating/air conditioning leaking in the building.

Ashwaubenon Library was constructed in 1976 and is a one story building of 8,000 square feet. GEC suggested five Energy Conservation Methods at an estimated cost of \$7,600 and a sixth ECM was added by the Library. The ECMs are:

1. Implement night setback/set-up at a cost of \$600 with a payback of three months. Done.
2. Implement demand controlled ventilation at a cost of \$4,400 with a payback of 4.1 years. **The Library has learned that demand controlled ventilation as recommended is not allowed under Wisconsin codes.**
3. Seal duct leaks at a cost of \$200 with a payback of one year. Done.
4. Retrofit 34WT12-U-Tube fixtures at a cost of \$1,100 with a payback of 7.6 years. Done.
5. Replace 32W F32T8 to 25W F25T8 lamps at a cost of \$1,300 with a payback of 1.9 years. Done.
6. **Install low flow-toilets, urinals, and lavatories. This can reduce water consumption by up to 40%.**

Since many areas of the Library do not have enough light, the change in lighting levels needs to be further explored to see if the suggested replacement lamps will provide the light level necessary for the higher needs of a public library building.

Progress as of 4/15/2011:

Lamps were replaced with lower wattage but brighter lamps (#5) and the U-Tube fixtures were replaced (#4). Thermostat night set-backs (#1) were implemented. Duct leaks were sealed (#3), as well as other sealants and caulking applied. **In addition, recommendations made by GEC for other buildings or recommendations made by Boldt, were completed:**

- Occupancy sensors for lighting in bathrooms were installed.
- Ductwork was cleaned.
- Exhaust fans with occupancy sensors were installed.
- Exterior windows were replaced with more energy efficient ones.
- Energy efficient doors for the front entrance are scheduled to be installed by June 2011.
- A Direct Digital Control unit was also installed, with air and water balancing completed.
- A purchase order for major building envelope improvements has been issued and will be completed by June 2011.

Kress Family Library is the newest building, constructed in 2002-3. It has two stories including the walk out lower level and consists of 23,985 square feet. GEC suggested five Energy Conservation Methods at an estimated total cost of \$21,400. The Library has since added a sixth ECM. The ECMs are:

1. Recommission the heating and cooling in the building at a cost of \$9,600 with a payback of ten months. Done, along with recommendations made.
2. Implement demand controlled ventilation at a cost of \$8,400 with a payback of 3.9 years. **The Library has learned that demand controlled ventilation as recommended is not allowed under Wisconsin codes.**
3. Seal duct leaks and insulate supply duct at a cost of \$1,900 with a payback of 2.1 years. Done.
4. Replace PAR30 lamps with CFL at a cost of \$550 with a payback of ten months. The CFL recommended replacement lamps do not fit the light fixtures. Library staff continue to monitor new products for possibilities.
5. Replace 32W F32T8 to 25W F25T8 lamps at a cost of \$1,300 with a payback of 2.1 years. Done.
6. **Consider the addition of solar collectors for supplemental electrical power and domestic hot water capacity.**

Since many areas of the Library do not have enough light, the change in lighting levels needs to be further explored to see if the suggested replacement lamps will provide the light level necessary for the higher needs of a public library building.

Progress as of 4/15/2011:

Lamps where possible were replaced with lower wattage but brighter lamps (#5). Duct leaks were sealed (#3), and insulation applied. Kress was re-commissioned (#1), with HVAC, air and water balancing, and reconfiguration of ERU which was never installed correctly and was actually wasting rather than recovering energy. **In addition, a recommendation from Boldt was completed:**

- The Direct Digital Control of the HVAC was fine-tuned for more efficient operation.

Weyers-Hilliard Library was constructed in 1999 and is a one story building with a partial basement. It is 23,600 square feet. General Energy Corporation suggested five Energy Conservation Methods at an estimated a total cost of \$47,300. The ECMs are:

1. Convert variable inlet vane to VFD at a cost of \$8,570 with a payback of 4.6 years. Done.
2. Repair windows at a cost of \$18,480 with a payback of 11.8 years.
3. Recommission the heating and cooling in the building at a cost of \$9,500 with a payback of 3.1 years. Done.
4. Implement demand controlled ventilation at a cost of \$9,200 with a payback of 3.3 years. **The Library has learned that demand controlled ventilation as recommended is not allowed under Wisconsin codes.**
5. Replace 32W F32T8 to 25W F25T8 lamps at a cost of \$1,600 with a payback of 2.1 years. Done.

In addition, GEC provided the data and details for a sixth ECM, but did not recommend its implementation unless grant funding was available because of the high payback time period. This ECM is:

6. Install geothermal heat pumps at a cost of \$155,900 with a payback of 23.9 years.

The Library has added this ECM:

7. Consider the addition of solar collectors for supplemental electrical power and domestic hot water capacity.

As with the other library buildings, since many areas of the Library do not have enough light, the change in lighting levels needs to be further explored to see if the suggested replacement lamps will provide the light level necessary for the higher needs of a public library building.

Progress as of 4/1/2011:

The variable inlet vane was converted to variable frequency drive (#1) on the large motors; small motors would have much longer payback. Lamps were replaced with lower wattage but brighter lamps (#5). Weyers-Hilliard will be re-commissioned (#3), with HVAC balancing completed by June 2011. **In addition, a recommendation made by GEC for other buildings was completed:**

- A Direct Digital Control of the HVAC was installed.

professionally trimmed and pruned. It appears that all current trees are appropriate for their location.

7. Consider environmentally friendly ice and snow removal supplies and techniques. For a similar cost, the Library has used an ice melt product with a natural corn based additive that has a lower overall melting point than other similarly priced melters as well as less damaging to plant materials, concrete, and metals.
8. Consider occupant-sensing systems on the exterior of the Library and in parking lots. Such systems would illuminate people when they are present, provide safe paths and parking and alerts neighboring properties and security personnel. No progress.
9. Investigate how to reduce ground reflectance so as to decrease sky glow by indirect light. No progress.

The following action step has been added:

10. Harvest rainwater for the irrigation of landscaping and create retention ponds so rain run-off stays onsite and does not go into storm sewers, this can limit storm water run-off by up to 50%.

Vehicles

The Library has three vehicles – a bookmobile, a pickup truck and a van.

The bookmobile was built in 1994, uses diesel gas and has a 2004 Onan generator to provide light and heating/cooling in the bookmobile at its community stops. Stops vary in length from 2 to 4 hours. The bookmobile has a wheelchair lift, but does not have toilet or sink facilities. In 2007, the Friends of the Brown County Library funded major repairs to the body, including exterior paint, and an overhaul of the engine. In the past 15 years, thousands of dollars have been spent to keep the vehicle road ready, with repair or replacement of brakes, wheels, engine seals, radiator leaks, generator, etc.

The life expectancy of a bookmobile is 20 years. In 2013, the Library will begin the process of determining the features necessary in a new bookmobile.

The Library van is a Chevrolet Express Cargo Van 2001 model. The van is used by Maintenance staff for deliveries of books, supplies, costumes and program materials to and from other branches. It averages 10,000 miles per year, a combination of highway and city miles. Gas mileage averages 17.11 miles per gallon.

The Library pickup truck is a 2009 Chevrolet Colorado. The pickup truck is used by Maintenance staff for deliveries of landscaping materials such as mulch, for large furniture items and for transportation of lawn mowers, snow removal equipment and similar items between Libraries. It averages 10,000 miles per year, also a combination of highway and city miles. Gas mileage is approximately 20 miles per gallon.

All of the vehicles are stored in the garage at Central Library overnight and thus experience less damage from snow, ice and freezing temperatures than unprotected vehicles. However, due to the limited space in the garage, the van and pickup truck must share a length of 38 feet, thus limiting the size of the two vehicles and the selection of vehicles when replacing.

Maintenance of the vehicles is performed every 90 days.

Action steps:

1. Consider use of biodiesel fuel in Bookmobile. What is initial investment? What would ongoing cost be? What are the impacts on the operation and life expectancy on the bookmobile? **No progress.**
2. Replace van with a new vehicle that gets better mileage and uses biodiesel fuel. **No progress as van has not been replaced.**
3. Review and improve bookmobile schedule stops based on geography to minimize mileage and fuel consumption and increase efficiency. **No progress.**
4. When replacing bookmobile, consider sustainability issues to purchase environmentally friendly vehicle. **No progress.**

Employees

Sustainable practices offer opportunities for the Library to reduce maintenance and energy costs annually. "Money will also be saved by having higher morale, health and productivity from employees. The architectural firm Heschong Mahone conducted a study that indicated students perform 25% better on standardized tests when in classrooms lit naturally (Sands, 2002). High levels of CO2 can decrease performance as well (Lamis, 2003). " – wikipedia. **No substantial progress on the following unless noted.**

Action steps:

1. Train employees to follow the Energy Conservation Methods outlined in the General Energy Corporation report.
2. Reinforce to employees the importance of recycling paper; duplex printing; unplugging equipment; use of daylighting; and other small energy conservation methods that employees can take.
3. Re-use materials for crafts and program events (egg cartons, toilet paper tubes, grocery bags, etc.).
4. Make it easier to bicycle, walk, take bus or commute with others in getting to and from work. Consider providing facilities for bicyclists to store bicycles safely and out of the weather at each location.
5. Consider offering preferred parking or other benefit to those who carpool.
6. Recycle photocopier toner and printer cartridges and purchase refilled cartridges.
7. Recycle discarded library books to Friends of the Library for their book sale. **Donation of withdrawn materials to the Friends of the Library continues.**

8. Install automatic paper towel dispensers in public restrooms to decrease waste.
9. Clean and repair CDs and DVDs on a regular basis to reduce disposal by 50%.
10. Implement a self-service perpetual book sale area at Central using books donated to the Friends of the Library. This service already exists at five library locations (Kress, Weyers-Hilliard, Ashwaubenon, East and Southwest branches). **Due to tax laws, this has been evaluated and eliminated.**
11. Reuse poster board for new posters.
12. Encourage re-usable cups for library staff.
13. Use PC projector for staff meeting agendas to avoid printing copies. **This is occurring more often, although still far from status quo.**
14. Investigate changing professional journal publications to electronic copies instead of print. Whenever possible, do so.

Customers/Clients/Library Guests

Library visitors will vary from those who are very interested and committed to sustainability efforts to those who are unaware and skeptical of the need for environmental efforts. The Library should set a standard for sustainability practices without mandating Library guests to follow those standards.

Action steps: (No substantial progress on any of the following)

1. Clearly label and place recycling containers in all Library facilities.
2. Provide expanded opportunities for recycling paper, bottles, plastic and cans.
3. Provide instructions for print duplexing wherever it is available.
4. Provide more printers and photocopiers that can automatically duplex.
5. Provide opportunities to have information emailed or telephoned, rather than printed & mailed.
6. Provide recycling information.
7. Provide recycling points for some additional products, such as batteries, eye glasses, nail polish, cell phones, small electronics.
8. Provide lock-able bicycle racks with some cover from the rain.

Educational Opportunities

Sustainable Library practices are an opportunity to educate county residents. Providing information about environmentally friendly materials, "green" procedures and efforts to reduce, reuse or recycle fits the Library's mission.

Action steps: (No substantial progress, except where noted.)

1. Whenever possible, highlight the Library's 'green' efforts.
2. Make the library a location to observe solar or other ECM projects.
3. Provide resources online and with books, DVDs and CDs.

4. Provide storytimes, children's events and activities, and adult programs on sustainability and the environment. Annual Earth Day activities are offered at some locations.
5. Provide portable energy meters to be checked out of the library. **Library provides at all locations.**
6. Co-sponsor programs on sustainability with local organizations.
7. Create large poster "advertising" sustainability efforts at the Library to be used at meetings throughout the year.
8. On regular basis, update Friends of the Library on the Library's sustainability practices through FOL newsletter. **Spring 2011 issue highlighted many 'green' initiatives at Library.**
9. Publish articles on the web and in the FOL newsletter promoting sustainability concepts, such as water quality and conservation, recycling, hazardous waste disposal, natural features project, and transportation alternatives.
10. Provide displays on sustainable practices and theory.
11. When appropriate, provide signage that explains the sustainability practice of the library. For example, signage that identifies natural water runoff in a parking lot, or furniture made of recycled materials.
12. Whenever possible, cooperate with other county and local government sustainability efforts. **Participation on the County Sustainable Taskforce, including Buildings and Education sub-committees. Participation with the SEEDs (Sustainable committee in DePere).**

This plan was approved by the Brown County Library Board on September 17, 2009.
Progress reports were made on April 15, 2011.

**NEW ZOO
GIFT SHOP, MAYAN
ZOO PASS REVENUE**

**2011 REPORT
2009, 2010, 2011**

					2009	2010	2011
					PER	PER	PER
Paws & Claws	2009	2010	2011	(-)/(+)	CAP	CAP	CAP
Gift Shop	2009	2010	2011	(-)/(+)	CAP	CAP	CAP
January	\$ 830.17	\$ 1,100.43	\$ 850.64	\$ (249.79)	\$1.03	\$ 1.32	1.44
February	\$ 2,830.32	\$ 1,733.75	\$ 1,813.73	\$ 79.98	\$1.12	\$1.05	1.46
March	\$ 5,913.59	\$ 10,694.13	\$ 4,436.34	\$ (6,257.79)	\$0.87	\$ 0.91	1.08
April	\$ 15,107.46	\$ 25,606.74	\$ 12,644.60	\$ (12,962.14)	\$0.67	\$ 0.87	0.75
May	\$ 36,771.02	\$ 41,462.02			\$0.87	\$ 1.09	
June	\$44,494.48	\$45,906.57			\$0.83	\$ 1.10	
July	\$ 49,436.74	\$ 44,312.40			\$0.89	\$ 1.13	
August	\$ 41,274.65	\$ 48,932.87			\$0.98	\$ 1.16	
September	\$ 16,858.13	\$ 16,193.99			\$0.78	\$ 0.90	
October	\$ 13,326.57	\$ 17,078.70			\$0.94	\$ 0.61	
November	\$ 4,147.86	\$ 2,444.98			\$0.69	\$ 0.97	
December	\$1,708.66	\$1,847.89			\$1.32	\$ 1.46	
TOTAL	\$ 232,699.65	\$ 257,314.47	\$ 19,745.31	\$ (19,389.74)	\$ 0.92	\$ 1.05	\$ 1.18

					2009	2010	2011
					PER	PER	PER
Mayan	2009	2010	2011	(-)/(+)	CAP	CAP	CAP
Taste of Tropic	2009	2010	2011	(-)/(+)	CAP	CAP	CAP
January	\$ 589.33	\$ 1,702.25	\$ 974.96	\$ (727.29)	\$0.73	\$2.04	\$1.65
February	\$ 1,773.79	\$ 2,542.97	\$ 1,677.23	\$ (865.74)	\$0.70	\$1.54	\$1.35
March	\$ 4,509.88	\$ 13,071.01	\$ 4,831.74	\$ (8,239.27)	\$0.66	\$1.11	\$1.18
April	\$ 13,320.22	\$ 22,461.64	\$ 13,908.56	\$ (8,553.08)	\$0.59	\$0.77	\$0.83
May	\$ 32,991.35	\$ 40,170.65			\$0.78	\$1.06	
June	\$38,201.67	\$44,864.86			\$0.71	\$1.08	
July	\$ 44,643.82	\$ 48,815.59			\$0.79	\$1.25	
August	\$ 41,662.95	\$ 52,917.17			\$0.99	\$1.25	
September	\$ 16,925.85	\$ 19,543.36			\$0.78	\$1.09	
October	\$ 12,192.65	\$ 22,334.07			\$0.86	\$0.80	
November	\$ 4,135.12	\$ 2,874.40			\$0.69	\$1.12	
December	\$ 1,960.99	\$ 1,797.83			\$1.52	\$1.42	
TOTAL	\$ 212,907.62	\$ 273,095.80	\$ 21,392.49	\$ (18,385.38)	\$0.82	\$ 1.21	\$1.25

ZOO PASS							
MONTH	2009	2010	2011	(-)/(+)	NEW	RENEWAL	TOTAL
January	\$ 1,827.00	\$2,317.00	\$1,385.00	\$ (932.00)	7	17	24
February	\$ 3,977.00	\$ 3,177.00	\$ 2,485.00	\$ (692.00)	14	27	41
March	\$ 12,073.00	\$17,882.00	\$8,042.00	\$ (9,840.00)	40	87	127
April	\$ 20,447.00	\$ 24,530.00	\$ 21,614.00	\$ (2,916.00)	130	213	343
May	\$ 32,600.00	\$ 28,047.00					
June	\$23,237.00	\$25,770.00					
July	\$ 20,025.00	\$ 18,033.00					
August	\$ 12,308.00	\$ 14,188.00					
September	\$ 7,278.00	\$ 6,816.00					
October	\$ 2,739.00	\$ 5,581.00					
November	\$ 3,944.00	\$ 4,494.00					
December	\$ 8,273.00	\$ 8,660.00					
TOTAL	\$ 148,728.00	\$ 159,495.00	\$ 33,526.00	\$ (14,380.00)	191	344	535

**NEW ZOO
GIFT SHOP, MAYAN
ZOO PASS REVENUE
2011 REPORT
2009, 2010, 2011**

					2009	2010	2011
					PER	PER	PER
Paws & Claws	2009	2010	2011	(-)/(+)	CAP	CAP	CAP
Gift Shop	2009	2010	2011	(-)/(+)	CAP	CAP	CAP
January	\$ 830.17	\$ 1,100.43	\$ 850.64	\$ (249.79)	\$1.03	\$ 1.32	1.44
February	\$ 2,830.32	\$ 1,733.75	\$ 1,813.73	\$ 79.98	\$1.12	\$1.05	1.46
March	\$ 5,913.59	\$ 10,694.13	\$ 4,436.34	\$ (6,257.79)	\$0.87	\$ 0.91	1.08
April	\$ 15,107.46	\$ 25,606.74	\$ 12,644.60	\$ (12,962.14)	\$0.67	\$ 0.87	0.75
May	\$ 36,771.02	\$ 41,462.02			\$0.87	\$ 1.09	
June	\$44,494.48	\$45,906.57			\$0.83	\$ 1.10	
July	\$ 49,436.74	\$ 44,312.40			\$0.89	\$ 1.13	
August	\$ 41,274.65	\$ 48,932.87			\$0.98	\$ 1.16	
September	\$ 16,858.13	\$ 16,193.99			\$0.78	\$ 0.90	
October	\$ 13,326.57	\$ 17,078.70			\$0.94	\$ 0.61	
November	\$ 4,147.86	\$ 2,444.98			\$0.69	\$ 0.97	
December	\$1,708.66	\$1,847.89			\$1.32	\$ 1.46	
TOTAL	\$ 232,699.65	\$ 257,314.47	\$ 19,745.31	\$ (19,389.74)	\$ 0.92	\$ 1.05	\$ 1.18

					2009	2010	2011
					PER	PER	PER
Mayan	2009	2010	2011	(-)/(+)	CAP	CAP	CAP
Taste of Tropic	2009	2010	2011	(-)/(+)	CAP	CAP	CAP
January	\$ 589.33	\$ 1,702.25	\$ 974.96	\$ (727.29)	\$0.73	\$2.04	\$1.65
February	\$ 1,773.79	\$ 2,542.97	\$ 1,677.23	\$ (865.74)	\$0.70	\$1.54	\$1.35
March	\$ 4,509.88	\$ 13,071.01	\$ 4,831.74	\$ (8,239.27)	\$0.66	\$1.11	\$1.18
April	\$ 13,320.22	\$ 22,461.64	\$ 13,908.56	\$ (8,553.08)	\$0.59	\$0.77	\$0.83
May	\$ 32,991.35	\$ 40,170.65			\$0.78	\$1.06	
June	\$38,201.67	\$44,864.86			\$0.71	\$1.08	
July	\$ 44,643.82	\$ 48,815.59			\$0.79	\$1.25	
August	\$ 41,662.95	\$ 52,917.17			\$0.99	\$1.25	
September	\$ 16,925.85	\$ 19,543.36			\$0.78	\$1.09	
October	\$ 12,192.65	\$ 22,334.07			\$0.86	\$0.80	
November	\$ 4,135.12	\$ 2,874.40			\$0.69	\$1.12	
December	\$ 1,960.99	\$ 1,797.83			\$1.52	\$1.42	
TOTAL	\$ 212,907.62	\$ 273,095.80	\$ 21,392.49	\$ (18,385.38)	\$0.82	\$ 1.21	\$1.25

ZOO PASS							
MONTH	2009	2010	2011	(-)/(+)	NEW	RENEWAL	TOTAL
January	\$ 1,827.00	\$2,317.00	\$1,385.00	\$ (932.00)	7	17	24
February	\$ 3,977.00	\$ 3,177.00	\$ 2,485.00	\$ (692.00)	14	27	41
March	\$ 12,073.00	\$17,882.00	\$8,042.00	\$ (9,840.00)	40	87	127
April	\$ 20,447.00	\$ 24,530.00	\$ 21,614.00	\$ (2,916.00)	130	213	343
May	\$ 32,600.00	\$ 28,047.00					
June	\$23,237.00	\$25,770.00					
July	\$ 20,025.00	\$ 18,033.00					
August	\$ 12,308.00	\$ 14,188.00					
September	\$ 7,278.00	\$ 6,816.00					
October	\$ 2,739.00	\$ 5,581.00					
November	\$ 3,944.00	\$ 4,494.00					
December	\$ 8,273.00	\$ 8,660.00					
TOTAL	\$ 148,728.00	\$ 159,495.00	\$ 33,526.00	\$ (14,380.00)	191	344	535

Gift Shop, Mayan and Admissions Revenue

April 2011

Day	Date	Gift Shop	Concessions	Admissions	Vending	Zoo Pass	Adopt/zoo	Donation	Cons. Fund	Misc	Special Event	Attend.	Temp/W
Fri	1	275.62	134.09	537.00	228.44	615.00	150.00	-	-	-	-	221	44,1,2
Sat	2	918.74	962.14	2,051.10	590.52	892.00	25.00	-	-	5.69	-	792	46,1
Sun	3	54.90	5.72	106.00	176.54	59.00	32.00	-	-	-	-	30	38,2,3,4
Mon	4	93.44	90.60	85.00	50.24	505.00	180.00	-	-	-	-	33	43,1,2
Tue	5	92.10	128.09	461.00	139.34	491.00	-	-	50.00	5.69	-	172	47,1,2
Wed	6	376.01	225.76	482.00	185.78	471.00	50.00	-	-	1.90	-	294	46,1,2
Thu	7	692.99	258.96	771.00	271.09	721.00	45.00	-	-	5.69	-	277	53,1
Fri	8	404.89	374.96	1,045.00	246.92	775.00	-	-	-	1.90	-	397	55,1
Sat	9	1,858.85	3,333.09	6,480.97	1,732.51	2,100.00	-	-	1.28	20.85	-	2557	55,1
Sun	10	836.22	1,543.31	3,391.97	348.20	1,988.00	-	-	-	118.48	125.00	1267	72,2,1
Mon	11	44.92	71.14	115.00	50.24	1,051.00	205.00	-	-	-	-	40	57,1,2
Tue	12	299.45	455.91	922.00	322.75	823.00	-	-	-	13.27	-	377	60,1
Wed	13	385.40	443.25	787.00	302.37	1,554.00	-	-	-	54.03	-	475	55,2
Thu	14	6.99	33.86	94.00	28.44	584.00	-	-	-	-	-	30	38,1
Fri	15	108.41	62.78	128.00	148.67	530.00	-	-	-	-	50.00	89	39,2
Sat	16	77.68	39.76	158.00	11.37	-	-	-	-	-	-	44	34,3,4
Sun	17	92.95	148.67	543.00	145.97	123.00	-	-	-	-	-	174	40,2
Mon	18	208.71	116.45	252.00	118.48	619.00	25.00	-	-	-	-	77	40,2
Tue	19	67.50	13.41	33.00	26.54	239.00	-	-	-	-	-	9	34,4
Wed	20	-	17.58	52.00	11.37	374.00	-	-	-	-	-	9	0
Thu	21	356.95	157.17	353.00	144.08	308.00	200.00	-	-	-	-	136	44,1,2
Fri	22	156.69	152.21	491.00	134.79	177.00	-	-	-	5.69	-	149	40,1/2,3
Sat	23	1,769.61	1,361.94	5,316.00	641.00	1,310.00	-	-	-	5.69	10,945.00	5817	55,1,2
Sun	24	594.55	543.83	1,738.00	424.64	516.00	-	-	-	3.79	-	601	54,1
Mon	25	850.99	1,157.08	2,628.00	837.91	1,780.00	-	-	10.00	7.58	-	1093	56,1
Tue	26	-	3.60	101.00	7.58	1,063.00	25.00	-	-	-	-	0	48,3
Wed	27	219.91	354.05	678.00	90.05	105.00	134.00	-	-	-	-	239	52,2
Thu	28	0.80	142.26	88.00	18.96	192.00	-	-	-	-	-	23	41,3
Fri	29	1,012.51	1,094.54	2,439.00	767.30	881.00	-	-	-	13.27	-	971	64,1
Sat	30	786.82	482.35	1,291.36	894.36	625.64	-	-	-	1.90	-	442	55,2
		-	-	-	-	-	-	-	-	-	-	0	0
		-	-	-	-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-	-	-	-
Total		\$ 12,644.60	\$ 13,908.56	\$ 33,618.40	\$ 9,096.45	\$ 21,471.64	\$ 1,071.00	\$ -	\$ 61.28	\$ 157.36	\$ 11,120.00	16,835	

Weather Ke 1 = Sunny 2 = Overcast 3 = Rain 4 = Snow

Volunteers

Total Attendance

16835

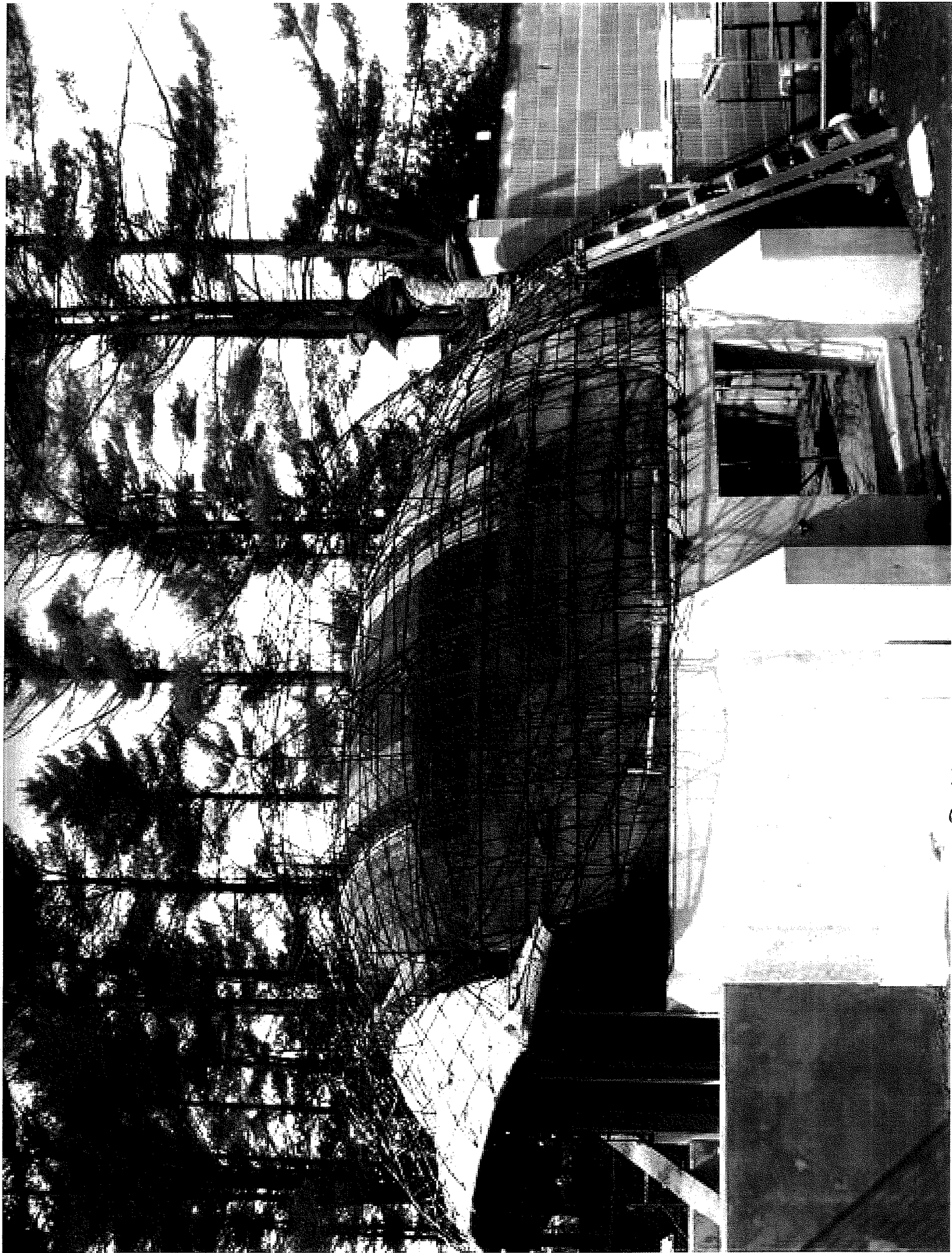


Exhibit - Inboard Home

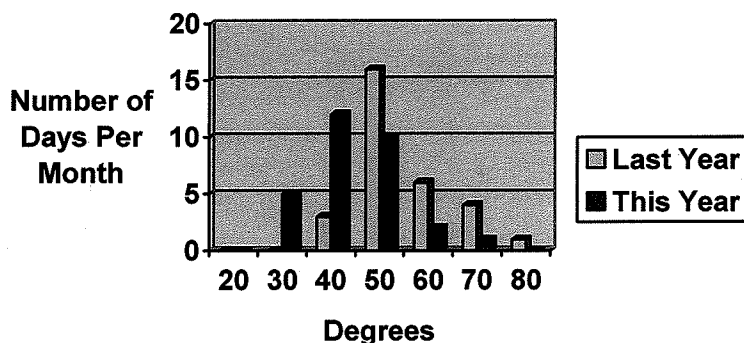
Operations Report-APRIL/MAY 2011

Attendance is down 12,457 from last year

Noteworthy:

- **Average temperature** recorded at Zoo in April 2010 = 60°
1 day in 80°'s, 4 day 70°'s, 6 days 60°'s, 16 days 50°'s, 3 days 40°'s, 0 days 30°'s
- **Average temperature** recorded at Zoo April 2011 = 48° (12° cooler)
0 day in 80°'s, 1 days 70°'s, 2 days 60°'s, 10 days 50°'s, 12 days 40°'s, 5 days 30°'s

April Temperature Comparison



- Lowest temperature in April 2010: 40° Next lowest temperature: 48°
- Lowest temperature in April 2011: multiple days at 34°
- Snow storm on April 16 and 19th (with accumulation of over 12")

Guest Services Staffing Hours Adjustments (as of the end of 4/23 pay period):

Supervisors

2010 we used 2854 hours

2011 we used 1753.75

1,100.25 hours savings (\$10,727.44)

Concessionaires

2010 we used 1879 hours

2011 we used 782 hours

1,097 hours savings (\$8,666.30)

April

- Easter Eggstravanzoo was a great success with 5,817 despite drizzle
- Hurricane Simulator ('Wild African Winds') up and running
- \$1750 Sponsorship for Easter Eggstravanzoo for purchase/installation of commercial steamer
- \$2000 sponsorship from Pepsi to continue with Hwy 41 billboard thru July
- \$1500 donation from Pulaski Middle School Theatre Program's Wizard of Oz performance

May

- \$150.17 collected from Jane Goodall partnership donation well-forwarded to chimp conservation
- Mother's Day-free admission for mom's on Sunday, May 7th sponsored by Seroogy's and Wery's Greenhouses
- Volunteer Horticulture Crew Plant Sale on Saturday, May 14th
- Delivery and set up of Dream Machine week of May 9th
- Delivery, set up and training of Australian Airbrush Tattoo kiosk on May 13th and 14th
- Partnership with Green Bay Press Gazette in trade for ad in '199 Things to Do'
- Participated in CVB Attraction Showcase & United Way Spring Fest at Fort Howard Elementary

9a

NEW ZOO

Brown County

4418 REFORESTATION ROAD
GREEN BAY, WISCONSIN 54313

Event Media Contact: Maria Lasecki-Operations Manager

FOR IMMEDIATE RELEASE

(920)434-7841 ext. 2400



Mother's Day at the NEW Zoo

SUNDAY, MAY 8TH

Moms Receive **FREE Zoo Admission and GIFTS** on Mother's Day!

Looking for something special, economical and fun to do with mom on Mother's Day? Head out to the NEW Zoo as we honor **all** moms on Mother's Day this **Sunday, May 8th**.

What do we have in store? Mom will receive **free admission** and **gifts** on her special day! In fact, the **first 500** mothers that day will receive a famous **Seroogy's Melt-Away Bar** and a live plant from **Charles Wery's Farms, Greenhouses and Gardens!**

While you're here, don't forget to feed the giraffes, ride the carousel or hop on board the KC Stock Safari train for a scenic tour of the facility. Consider joining us for a scrumptious lunch at our **Mayan Taste of the Tropics** Restaurant!

The NEW Zoo's daily summer hours are 9:00 a.m. until 6:00 p.m.

Regular admission fees are: Children 2 & under-free; Children 3-15 & Seniors 62 and over-\$3, Adults-\$5 and Family-\$15

For more info, check our website: www.newzoo.org or contact the NEW Zoo at 434-7841.

The NEW Zoo is located at 4418 Reforestation Rd, Green Bay, WI 54313

This NEW Zoo event is generously sponsored by **Seroogy's Chocolates** and **Charles Wery's Farms, Greenhouses & Gardens** and the zoo wishes to thank these businesses for their support.



The NEW Zoo is an always new, natural adventure that promotes recreation, education and conservation through encounters with live animals.

The NEW Zoo is one of only six AZA accredited zoos in the country that does not receive local or regional public tax support for its annual operations.

NEW ZOO

Brown County

4418 REFORESTATION ROAD
GREEN BAY, WISCONSIN 54313

PHONE (920) 434-7841 ext. 2405
E-MAIL VOLUNTEER@NEWZOO.ORG



Media Contact: ANGELA KAWSKI

EDUCATION & VOLUNTEER PROGRAMS COORDINATOR

April 1st, 2011

For immediate release:

Your NEW Zoo is pleased to announce the hosting of a

Mother's Day Zoo Snooze

on May 6th, 2011.



Celebrate Mother's Day in a very WILD way!

This fun and educational, **sleep-over event at the NEW Zoo** is for mothers and their children, ages 7 to 12.

The Zoo Snooze will introduce participants to some of the fascinating ways that animal mothers care for their young. The event will include an educational presentation, live animal encounters, a Moonlight Safari through a portion of the zoo, and other fun activities like games and crafts.

The Mother's Day Zoo Snooze will begin at 7pm on Friday, May 6th and end at 8:45am on Saturday, May 7th.

Cost of the event is \$45 per person for Zoo Pass Members or \$50 per person for non Zoo Pass Members.

A light bedtime snack and a continental breakfast are included.

Don't miss out on this fun, edZOOcational opportunity that's sure to please! A limited number of spaces are available on a first-come, first-serve basis. Registration begins April 4th.

Reservations must be made in advance for the program by calling 920-434-7841 ex 2405.

You can also email bc_zoo_education@co.brown.wi.us for more information.

The NEW Zoo's daily hours are 9:00 a.m. until 6:00 p.m.

Regular admission fees are: Children 2 & under: free; Children 3-15 & Seniors 62 and over: \$3, Adults: \$5 and Family: \$15

For further information, visit the NEW Zoo website at www.newzoo.org or call (920) 434-7841.

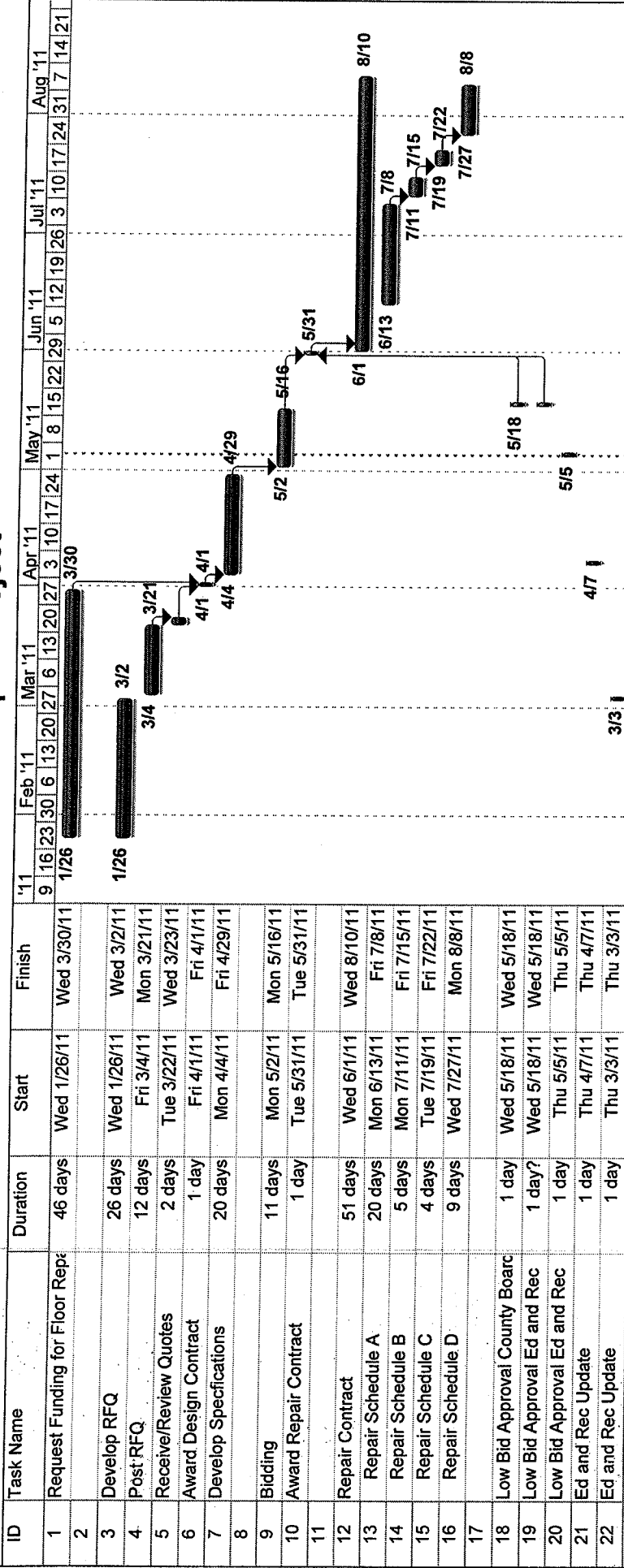
The NEW Zoo is located at 4418 Reforestation Rd, Green Bay, WI 54313

The NEW Zoo is an always new, natural adventure that promotes recreation, education and conservation through encounters with live animals.

The NEW Zoo is one of only six AZA accredited zoos in the country that does not receive local or regional public tax support for its annual operations.

Resch Center Floor Repair Project

3:53 PM Thu 5/5/11



Project: ReschCtrFirProj050511
Date: Thu 5/5/11

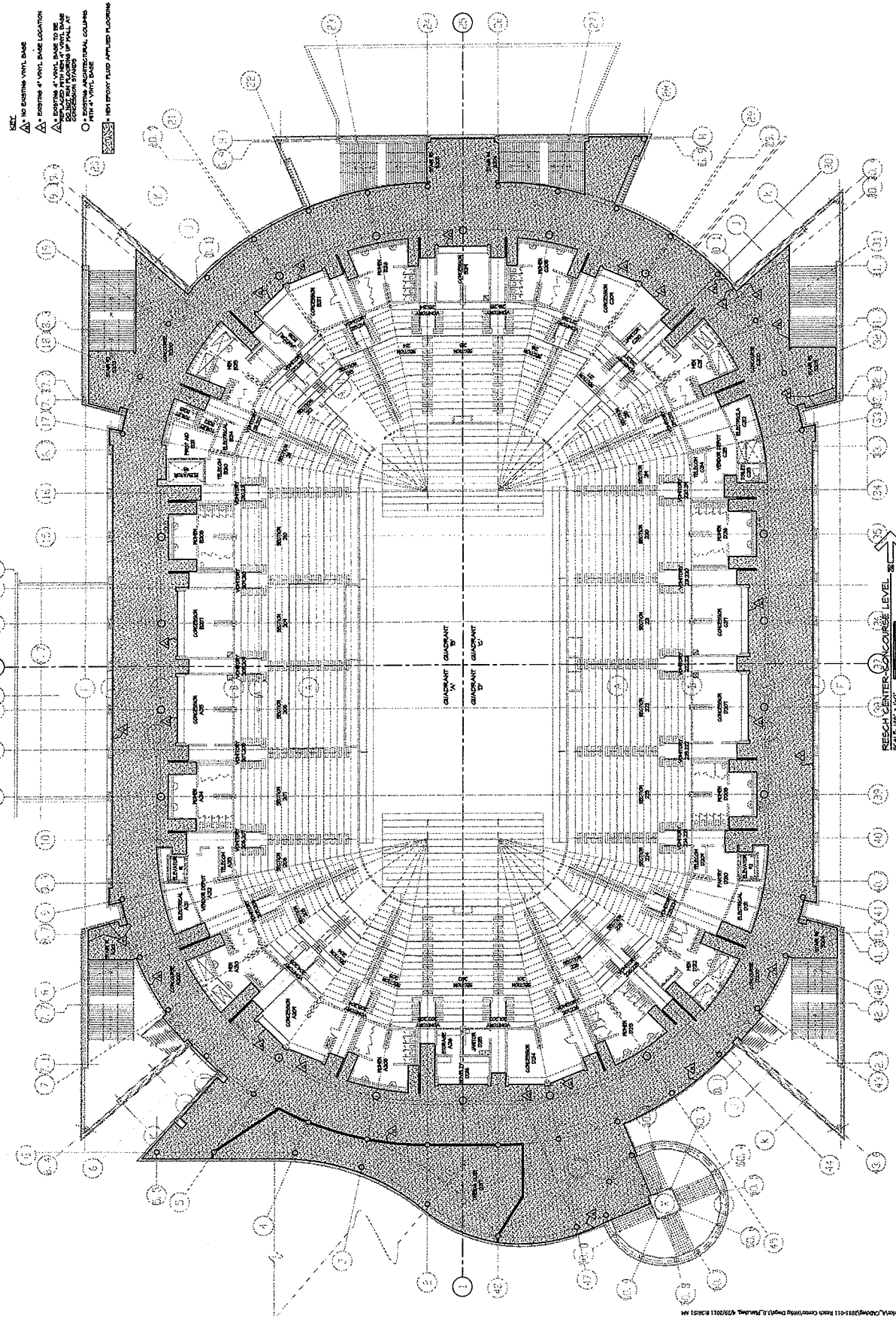
Task
Split
Progress

Milestone
Summary
Project Summary

External Tasks
External Milestone
Deadline

13

NO EXISTING VINTL BASE
EXISTING 4" VINTL BASE LOCATION
EXISTING 4" VINTL BASE TO BE
REMOVED BUT FLOORING TO REMAIN AT
EXISTING FINISH ELEVATION
EXISTING 4" VINTL BASE
NEW 4" VINTL BASE



RESCH CENTER CONCOURSE LEVEL
SCALE 1/8" = 1'-0"